



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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October 29, 2007

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To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name of the Chief Executive Officer.

OFFICE OF AFFIRMATIVE ACTION COMPLIANCE MANAGEMENT PROMOTION

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the Office of Affirmative Action Compliance's request to appoint Ms. Lorraine P. Navarro to the position of Administrative Deputy I with a salary of \$9,059.88 monthly and/or \$108,718.56 annually. The requested salary will place Ms. Navarro below the Tier II Salary Step 9 of Range S-11 and will provide her a 12 percent increase over her current base salary of \$8,089.18 monthly and/or \$97,070.16 annually.

Ms. Navarro has been functioning for the past 12 years as the Department's Administrative Deputy against the position of Senior Deputy Affirmative Action Compliance Officer. Her responsibilities include managing and directing all administrative functions for the Department including finance and budget, human resources (payroll/personnel), purchasing and contracts, information technology, space management and risk management.

Ms. Navarro's 34-year career with the County of Los Angeles includes 30 years of experience with the Office of Affirmative Action Compliance of which 12 years have been working in the capacity of Administrative Deputy. Ms. Navarro's outstanding leadership, management, decision-making, and interpersonal and communication skills have been an asset to the Department. Her expertise in these areas has played a key role in the success of the significant growth of the Department.

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Based upon this information, we recommend that the Department's request be approved. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by November 8, 2007, we will authorize the Department to proceed with this appointment.

Please contact Molly Gonzalez at (213) 893-1282 if you require additional information.

WTF:LN
GS:MG:dc

c: Executive Officer, Board of Supervisors
Office of Affirmative Action Compliance

OAAC MAPP Appointment.bm